



# MARYLAND ASSOCIATION OF FOREST CONSERVANCY DISTRICT BOARDS

## Maryland Urban and Community Forest Committee

### Grant Application

The Maryland Urban and Community Forest Committee (MUCFC) strives to unite and encourage citizens to protect and enhance Maryland's community trees and forest ecosystems. MUCFC is a sub-committee of the Maryland Association of Forest Conservancy District Boards.

Please use this form to request funding assistance from MUCFC for your project. Priority will be given to tree planting projects on public property that involve volunteers and have matching support from other organizations. The maximum grant awarded per project is \$1,500. Grants are reviewed on or about September 15, February 15 and June 15.

Contact your local Forestry Board for assistance. Mail finalized form to:  
**Steve Parker, MUCFC; P.O. Box 819; Clarksville, MD 21029**

*\* Local Forestry Board Contact Signature Required\**

#### CONTACT INFORMATION

Forestry Board \_\_\_\_\_ Signature of FB Member: \_\_\_\_\_

Name of Project (Description): \_\_\_\_\_

Location of Project: \_\_\_\_\_

Project Coordinator \_\_\_\_\_ Title \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax: \_\_\_\_\_ Email Address: \_\_\_\_\_

#### PROJECT DESCRIPTION

I. Financial Information – Please provide the following funding details about your project.

a) Amount of Grant Requested \$ \_\_\_\_\_

b) Total Cost of Project \$ \_\_\_\_\_

c) List other funding sources (Note: Projects with matching funds will be given priority).

Source of Other Assistance

Type of Matching Assistance  
(other funding sources, in-kind,  
volunteers, equipment, supplies)

_____
_____
_____
_____

_____
_____
_____
_____

## II. Project Information

Please describe your proposed project and the benefits it will have for Maryland's community trees and forest ecosystems.

- a) Type of Project: \_\_\_\_\_
- b) Project Goals/Purpose: \_\_\_\_\_  
\_\_\_\_\_
- c) Number of Volunteers: \_\_\_\_\_ Amount of time per volunteer: \_\_\_\_\_
- d) Cooperating Groups: \_\_\_\_\_
- e) Additional Benefits of Project (educational, multi-phase, wildlife, beautification, other):  
\_\_\_\_\_  
\_\_\_\_\_
- f) Proposed Project Completion Date: \_\_\_\_\_

## III. Funding Plan

How will grant money be spent? Please describe # and species of trees, supplies, signage, etc. that will be purchased with MUCFC funding. Please note that we do not fund the planting of invasive species. (Requests for equipment are discouraged without a detailed description of how equipment will be handled after project completion and future use.)

\_\_\_\_\_  
\_\_\_\_\_

Number of Trees and \$Amount (please attach species list): \_\_\_\_\_

- a) Tree Planting Supplies and \$Amount: \_\_\_\_\_
  - b) Description of Signage and \$Amount: \_\_\_\_\_
  - c) Equipment for Tree Planting and \$Amount: \_\_\_\_\_  
(Please attach a detailed plan of future use of equipment)
- \_\_\_\_\_

## IV. Maintenance Plan

How will trees be taken care of following planting, particularly during the summer?

- a) Describe Maintenance Recommended: \_\_\_\_\_
- b) Responsible Person(s): \_\_\_\_\_ Phone #: \_\_\_\_\_
- c) Maintenance Schedule: \_\_\_\_\_  
\_\_\_\_\_

## V. Maryland PLANT Community Award Program (People Loving and Nurturing Trees)

Is your organization currently a PLANT participant? \_\_\_\_ Yes \_\_\_\_ No

Is this project part of your continuing PLANT effort? \_\_\_\_ Yes \_\_\_\_ No

For Information on PLANT go to: <http://www.dnr.state.md.us/forests/programs/plantinfo.html>

**All recipients of MUCFC Grants are required to submit a  
PLANT Application for the project to be funded**

## Guidelines for Applying for MUCFC Grant

Projects with matching funds and/or in-kind support will be given priority.

All grants will be awarded to organizations rather than to individual citizens.

All projects and applications must be approved and signed by your county Forestry Board before the actual project is begun.

Projects supporting the urban tree canopy\* will be given preference.

Any unused money must be returned, by check or money order, with final report.

Final Report is due one month after the proposed completion date.

Failure to turn in report and/or unused money will result in no future funding of projects by MUCFC.

### For Tree Planting Projects:

- 1) ☐ Project can be completed on school grounds or other public land\*
- 2) ☐ Include a simple site plan, project design, and /or photo of the proposed planting site.
- 3) ☐ If permits are required, describe the status of permits, review process etc.
- 4) ☐ List plants (and their sizes) to be used in the planting project. Use of native, larger growing shade trees is preferred.
- 5) ☐ Attach a plan that describes how the project will be maintained (i.e., watering, weeding, mulching, long term maintenance)
- 6) ☐ Price range for plant material should be appropriate for size. Smaller plants cost less, are easily handled and have a higher survival rate than larger B&B plants. Occasionally, larger plants are necessary, however. When possible, purchase plants from the state facilities. Purchase seedlings from the state tree nursery at <http://www.dnr.state.md.us/forests/nursery/> and container grown trees from Tree-Mendous MD Program at <http://www.dnr.state.md.us/forests/treemendous/purchasetrees.html>. Prices are typically \$15-\$35 dollars for trees and shrubs.

### For Educational / Printing Projects:

- 1) ☐ Project must raise public awareness of the benefits of trees in the urban environment.
- 2) ☐ Project should provide links to organizations that can provide additional information or assistance.
- 3) ☐ Attach a sample of the images and/or draft of text for printing and signage requests.
- 4) ☐ Explain how the project or material will fulfill an unmet need for information
- 5) ☐ Describe your audience, and how you plan to distribute the publication to your audience.
- 6) ☐ Name partners who can assist you in furthering your project.
- 7) ☐ Will the completed project be printed in a newsletter or placed on a website? If so, include a copy of the newsletter or URL in report.
- 8) ☐ Include the statement: **Maryland Urban & Community Forestry Committee (MUCFC) funded the printing of this publication.** Display this statement prominently on the publication.

### \* Definitions

**Urban Forestry:** According to the U.S. Census Bureau, an urban area is a place with a population of at least 2,500 people. This definition encompasses a wide range of communities, including most of the cities and towns in Maryland. Forestry refers to individual parks, yards and street trees, as well as forest fragments such as wooded parkland, unimproved lots and naturally regenerating areas. From:

<http://www.dnr.state.md.us/forests/programs/urban/>

Urban Forests are generally, though not exclusively, thought of as providing economical, ecological and social services like recreation, aesthetics, wildlife habitat, stormwater management, carbon storage and interception of airborne pollutants. This is in addition to the traditional view of forests as primarily providing goods like lumber, pulpwood or firewood.

**Urban Forest:** the ecosystem that consists of trees and other vegetation including shrubs, vines and groundcovers that grow individually, in small groups or under forest conditions on public and private lands in our cities, their suburbs and towns. The urban forest not only provides shade for us and habitat for wildlife, it helps to clean our air and water. Streets, sidewalks, buildings, utilities, and most importantly, people are an integral part of the urban forest.

**Urban Tree Canopy:** when viewed from above, the leaves and branches of trees that cover the ground. This serves as an overall indicator of urban forest quality and quantity

**Public Land:** land paid for and supported by public tax dollars – can include homeowner association, city, town, county, state or federal land.